

Inquiry Regarding Internal Fraud Allegations

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[Company Name]

[Company Address]

Dear [Recipient's Name],

I am writing to formally inquire about recent allegations of internal fraud that have come to my attention. It is crucial for our organization to address these allegations promptly and thoroughly to maintain trust and integrity within our workplace.

Specifically, I would like to understand the nature of the allegations, the individuals involved, and any preliminary findings that have been gathered so far. Additionally, I request information on the steps being taken to investigate these allegations to ensure a fair and unbiased process.

Maintaining transparency throughout this inquiry is vital, and I appreciate your cooperation in providing the necessary information to aid in this process. Please let me know a suitable time to discuss this matter further.

Thank you for your attention to this serious issue. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Title]

[Your Company]

[Your Contact Information]